



# Kesgrave Town Council

**Clerk: Mrs Joanna Abbott**

**Ferguson Way, Kesgrave, Suffolk IP5 2FZ**

**Tel: 01473 625179 Email: [enquiry@kesgravetowncouncil.org.uk](mailto:enquiry@kesgravetowncouncil.org.uk)**

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## Planning & Development Committee Meeting

To: Cllr K Archer  
Cllr A Athwall  
Cllr N Beecroft-Smith  
Cllr R Gibson  
Cllr G Ward

Copies to: Full Town Council. District & County Councillors

Dear Councillors

### Notice of Meeting

You are summoned to the next meeting of the Planning and Development Committee which will take place on Monday 3 February 2020 at 6.15pm in the Council Chamber, Kesgrave Town Council offices.

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
28 January 2020

## AGENDA

1. **Welcome and Apologies for Absence** – welcome and to receive and accept any apologies for absence.
2. **Declaration of Interests** – to receive, any interests, (these can be made at any point during the meeting).
3. **Minutes of the last Meeting** held on the 20 January 2020 – to consider and agree. (Copy attached).
4. **Clerks/Officer Report/Update** – to note any matters arising and updates following on from the last meeting, not dealt with under any other agenda item.
5. **Members of the Public** – to welcome members of the public who may wish to speak or ask any questions.
6. **Copy Letters of Objection/In Support/Observations** – to note any letters received directly from members of the public, agents, statutory consultees etc. relating to any proposal on the Schedule of Planning Proposals.
7. **Schedule of Planning Proposals** – to comment and consider as statutory consultee to the Local Planning Authority (LPA), and make comments/recommendations to the LPA/East Suffolk Council. (Copy attached).
8. **Schedule of Planning Decisions** – to note the details. (Copy attached).
9. **Possible Referral to Planning Committee (LPA) as opposed to Officer Delegated** – to receive.
10. **Kesgrave Neighbourhood Plan Steering Group** – to receive an update.
11. **KTC Planning Manual** – to receive and consider (paper attached).
12. **Other/Urgent Communications** – to receive and consider any other matters of sufficient urgency and importance that the Chairman will allow for discussion. (To be notified to the Town Clerk by 12 noon on the day of the meeting).
13. **Next Meeting** – Monday 17 February 2020 at 6.15pm at the Town Council offices.
14. **Agenda Items for Next Meeting** – to note any matters that members would like to propose for discussion at the next meeting.